


Name of Policy: Delegation of Medical Directorship Tasks Policy Number: 3364-107-412 Approving Officer: Medical Director, Clinical Pathology Responsible Agent: Medical Director, Clinical Pathology Administrative Director, Lab Scope: Pathology Laboratory University of Toledo Medical Center		 Effective date: 05/07/2025 Original effective date: 05/07/2025	
Key words: Laboratory Director, CAP, CLIA, Delegation, Responsibilities.			
<input checked="" type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

The Laboratory Director may delegate some tasks and functions as defined by CLIA and CAP. However, the Laboratory Director retains full responsibility for delegated tasks.

(B) Purpose of policy

To outline what Laboratory Director tasks as defined by CLIA and CAP can be delegated and to whom.

(C) Procedure

The Laboratory Director may delegate tasks to qualified personnel in the department. Functions and tasks that can be delegated include:

- Review of QC data
- Proficiency testing performance
- Competency assessment
- Test methodology performance studies.

These functions may be delegated to qualified individuals in the following roles as determined by the Laboratory Director.

- Laboratory Administrative Director
- Core Laboratory Manager
- Department Supervisors
- Department Lead Senior Technologists

(D) References

- CAP Director Assessment (DRA) Checklist

<p>Approved by:</p> <p>/s/</p> <hr/> <p>Name: Amira Gohara, M.D. Title: Medical Director, Clinical Pathology</p> <p>05/06/2025</p> <hr/> <p>Date</p> <p>/s/</p> <hr/> <p>Name: Russell Smith, Pharm D, MBA, BCPS, CPEL, FACHE</p> <p>Title: Senior Hospital Administrator</p> <p>05/07/2025</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by: Medical Director, Clinical Pathology, Administrative Director, Lab</i></p>	<p>Policies Superseded by This Policy:</p> <p>Initial effective date: 05/07/2025</p> <p>All Review/Revision Dates: 5/7/2025</p> <p>Next review date: 05/07/2027</p>
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